

**ENG 1302, SECTION 2: COMPOSITION 1**  
**SPRING 2024**

**Course:** Eng 1302  
**Class meets in:** MAB 207  
**Class time:** TTh, 11-12:15

**Instructor:** Dr. Rosemary Briseño  
**Office:** MAB 112-B  
**Office Hrs:** M-F 1-3  
**Office phone:** 432-837-8152  
**Fax:** 432-837-8714

**Required texts** (*please ensure you acquire the correct edition!*)

- 1) No textbooks are required for this course; however, there are required readings and A/V materials that will be provided to students by the instructor



**Required materials**

Internet access to Blackboard and your sulross.edu email address. Many readings/material and important class news/updates will be sent to you via Blackboard. ***It is your responsibility to check Blackboard and your email/Announcements daily!***

**Course description:**

An intensive study of writing techniques and approaches necessary for college writing. Areas of concentration include composition strategies, rhetorical, and persuasive strategies.

**Course Learning Outcomes**

By the end of the course, students should be able to:

SLO 1 – Students will be able to construct documents that demonstrate unity, organization, coherence, and development, and are grammatically correct.

SLO 2 – Students will be able to analyze and interpret literary works by applying principles of critical thinking, literary criticism, or theoretical engagement.

SLO 3 – Students will be able to produce researched documents that demonstrate the ability to locate a variety of credible sources, employ them effectively through quotations and paraphrases, integrate them smoothly into the writer's own prose, and document them correctly using the style appropriate to the document.

- Critical Thinking. Students will develop critical thinking skills to include creative thinking, innovation, inquiry, analysis, evaluation, and synthesis of information.
- Students will develop communication skills to include effective development, interpretation, and expression of ideas through written, oral, and visual communication.

**ENGLISH (UNDERGRADUATE)**

Graduating students will demonstrate that they can

1. Construct essays that demonstrate unity, organization, coherence, and development
2. Analyze literary works by applying principles of literary criticism or theory

3. Produce research papers that demonstrate the ability to locate a variety of acceptable sources, employ them effectively through quotations or paraphrases, integrate them smoothly into the writer's own prose, and document them correctly using MLA format
4. Demonstrate creativity or originality of thought in written or multimedia projects
5. Compare/contrast and analyze major works and periods within World, English, and American literature.

### **For Remote/Online Courses Only - SRSU Distance Education Statement**

Students enrolled in distance education courses have equal access to the university's academic support services, such as library resources, online databases, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should correspond using Sul Ross email accounts and submit online assignments through Blackboard, which requires secure login. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website. Directions for filing a student complaint are located in the student handbook.

### **IMPORTANT INFORMATION ABOUT THE COURSE**

#### **1) Required Format for Turning in Assignments**

When using Blackboard to turn in assignments, please turn in all of your assignments in either **Microsoft Word OR PDF formats**. I will not accept work turned in using any other format. Every assignment must be typed or digitally uploaded, unless otherwise noted.

#### **2) Collaborate**

This course sometimes uses Collaborate--- for office hours and to view recorded lectures. It is imperative that you can use Collaborate from wherever you are taking the course. You must know how this---and all other features of Blackboard works---*before* classes begin. Not knowing how is not excusable and is student negligence.

#### **Here is how you log on to Collaborate:**

- 1) Log into Blackboard, click on Collaborate in the left-hand menu
- 2) Click on the name of our class (Advanced Composition). A little office door icon appears to the very left of this
- 3) Click on Join Course Room
- 4) Make sure your webcam is ON and microphone are is MUTED

#### **3) Confirming You Have Successfully Submitted Your Work**

**EACH TIME YOU TURN IN AN ASSIGNMENT** you **MUST** use this two-step method to ensure your work was submitted correctly. **FAILURE TO COMPLETE THIS STEP CAN RESULT IN YOUR WORK NOT BEING PROPERLY TURNED IN AND THIS WILL BE COUNTED AS A "0."** Do not email me to check for you.

## Confirming Submission of Your Blackboard Assignments, Methods 1 and 2

### METHOD 1:

#### Assignment Link

Click on the Assignment link to view the submission history for that assignment. If you are allowed to make more than one submission, you will also see a **Submission History** that will display all your submissions by \*date and time. This is important to note especially when you are required to turn in your work by a specific deadline. If you dispute the day and time in which you claim you submitted your work, but Blackboard cites a different time/date (i.e. past the due date), you negate any possibility for any makeup work.

### METHOD 2:

#### My Grades Tool

You can also confirm your Assignment submission by accessing the **My Grades** area of a course. A yellow circle with a white exclamation point in the center will appear next to any Assignment that has been successfully submitted. You can access the submission history page by clicking either the name of the assignment or the yellow circle/white exclamation point icon.

### Tech Assistance

Not knowing how to upload your work properly via Blackboard is not an excuse for not turning in assignments late. If you need help with the technology when submitting an assignment, contact the Lobo Technology Assistance Center (see below) immediately. If you need technical assistance, contact the Support Staff at the Lobo Technology Assistance Center (LTAC)

## Who should I contact?

<p><b>Online Support Desk</b></p> <p>☎ 888.837.6055 ✉ <a href="mailto:blackboardsupport@sulross.edu">blackboardsupport@sulross.edu</a></p> <p><b>Available: 24/7</b></p> <ul style="list-style-type: none"> <li>• Logging into Blackboard</li> <li>• Questions about Blackboard tools/software</li> <li>• Trouble with tests/quizzes/assignments</li> <li>• Error messages on Blackboard</li> <li>• Online course video problems</li> </ul>	<p><b>Lobo Technology Assistance Center (LTAC)</b></p> <p>☎ 888.837.2882 ✉ <a href="mailto:techassist@sulross.edu">techassist@sulross.edu</a></p> <p><b>Available: Monday-Friday 8 a.m. - 5 p.m.</b></p> <ul style="list-style-type: none"> <li>• Logging into your mySRSU/Banner/SRSU email</li> <li>• Campus computer, computer lab, or campus Wi-Fi issues</li> <li>• Security concerns with your SRSU or VPN account</li> <li>• Questions about Office 365 or OneDrive</li> </ul>
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**EXCLUSIVELY FOR ONLINE-ONLY COURSES!**

Sul Ross State University allows a maximum of 20% absences in a course before an instructor drops a student for excessive absences. In this online course, "excessive absences" is defined as non-participation in the course for three (3) weeks or more. Any student dropped for non-participation will receive an F in the course.

**To avoid being dropped, you must participate regularly. Participation in the course is defined as**

- logging in to the course to check activities and to read discussion boards,
- gaining access to and using supplemental materials,
- posting on discussion boards as scheduled, and
- turning in assignments in a timely manner

### **Absences**

There are three kinds of absences, as recognized by the University. Please familiarize yourself with each.

- 1) **Explained:** These are always excused. Students must be involved in athletics or other university sponsored activities.
- 2) **Excused:** These are not guaranteed to be excused. Excuses include, but are not limited to, illness, transportation issues, babysitting, etc. These are excused only by the discretion of the professor.
- 3) **Unexcused:** These are never excused. These are due to student negligence.

\*In course that meets three times a week, students are allowed nine (9) excused absences.

\*In a course that meets six times a week, students are allowed six (6) excused absences.

*\*these are in addition to the explained absences*

### **Makeup Work**

**Opportunities to make up assignments are available only for Authorized and/or Explained (extreme, urgent circumstances beyond university-sanctioned activities, given at the professor's discretion)** it is your responsibility to turn in your work on or before the deadline. If the assignment is not turned in by the agreed upon deadline, the makeup work might be accepted by at 10 points off each day (weekends count) the assignment is late.

1) **Before you will be absent, notify me**—via email or phone call (email is preferred), in a reasonable amount of time (not 5 mins before class meets). Do not notify me during or after our class meets. Do not assume your absence will be excused.

2) **Make arrangements** with me to have the work turned in at a later time. If the excuse (for Explained Absence, not Authorized Absence) is granted, I will enforce a "0" as a placeholder grade. Generally, you will have 7 DAYS to make up the assignment; if you forget, the "0" stands. No exceptions.

### **No Late Work Policy**

Late work is not accepted for any reason due to **student negligence** (forgetting to turn in an assignment, forgetting to log in, not notifying your professor of impending absence, waiting until the last minute to begin assignments, not knowing how to use Blackboard, not managing your time properly, feeling exhausted after a long drive back to Alpine, etc).

### **Professor e-communication**

I will communicate with the class through Announcements and by e-mail, so be sure to log in daily to check for announcements on the course home page and to check your Sul Ross e-mail account regularly.

### **Email**

In an effort to maintain respect and clarity in the virtual classroom setting, please follow these guidelines when emailing your professor:

#### **Please follow these guidelines when emailing your professor:**

- 1) Include a salutation (Dear Dr. Briseno)
- 2) Provide your name, class, and section. Do not assume I know who you are because I have several students enrolled in different courses.
- 3) Clearly state the reason, problem/concern. Use full sentences; do a spellcheck.
- 4) Additionally, email is not the best way to teach; therefore, I do not respond to emails asking me to “look over” assignments. If you want to discuss any aspect of your work, please come to office hours.
- 5) Acknowledge that you have received my email with a simple, “Thank you” and a follow-up regarding your problem, issue, or concern; otherwise, I will be wondering whether or not your issue has been resolved.

### **Personal Responsibility**

It is your responsibility to check Blackboard and your email/Announcements frequently! I leave detailed instructions and details in the Announcements/email feature and in the Tentative Assignment Schedule in Blackboard; it’s up to you to check in and find out what’s due, when, and how to turn in assignments. *I will not re-open links once they are closed*; as this is time consuming and a waste of precious time, so you must be aware of due dates and times.

If you are absent, do not ask me, “What did we do on the day I was absent?” I review each class day on Bb under Announcements/email; it’s your responsibility to check that every day. I will not privately re-teach the material the day you were absent.

### **Academic Honesty**

*I expect each student to strictly adhere to the rules and regulations regarding academic pursuits.* The University expects all students to engage in all academic pursuits in a manner that is beyond reproach and to maintain complete honesty and integrity in the academic experiences both in and out of their classroom. The University may initiate disciplinary proceedings against a student accused of any form of academic dishonesty, including but not limited to, cheating on an examination or other academic work, plagiarism, collusion, and the abuse of resource materials. You are expected to do your own work.

### **Plagiarism Policy**

As a simple guideline, if you submit your own work, you will avoid all serious types of plagiarism. Nevertheless, a responsible student should also consider the less obvious variants of plagiarism, especially when writing research papers that require citations.

Instances of plagiarism, such as submitting an essay with sentences or passages cut and pasted from an online source, or a paper obtained from an online “paper mill,” AI-authored homework, ChatGPT, or other assistance where the student did not author the work they have turned in, will automatically fail the assignment, receive a final grade of F, and be recommended for dismissal from the university. There is no excuse for serious plagiarism. I will also regard unattributed citations – verbatim copying of another’s person’s work without indication of the source – as a serious form of plagiarism. In other words, don’t

insert any text in a paper that is not your own without also noting the source. You can email me with a question before an assignment is due, stop by my office during my office hours, or even parenthetically raise the question in your paper. *It's your responsibility to comply with principles of academic honesty; it's my responsibility to see that every student receives a fair and accurate grade.*

Here is my policy on plagiarism for this course:



The *first offense* of plagiarism and/or academic dishonesty (having someone else do your work for you including but not limited to, editing, revising, etc), cutting/pasting from the internet, collusion (working together with others when the professor is not notified) or any instances of cheating on exams, assignments, etc. in part or in whole, will result in a failing grade on that assignment(s). The *second offense*, in part or in whole, will result in a final grade of "F," and the student will be recommended for dismissal from the university. If the student cheats on the midterm or final, the student automatically fails the semester, whether this was their first offense or not. The student has the right to appeal to the Dept. Chair, then Provost, and eventually to the Provost and VP for Academic and Student Affairs before imposition of the penalty. The decision of the Provost and VP for Academic Affairs is final.

**ADA Accommodation/Disabilities Statement:** Persons with disabilities that may warrant academic accommodations should contact me as soon as possible so that we may make arrangements to ensure the most hospitable and enhancing (cyber) learning environment as possible. Sul Ross State University is committed to equal access in compliance with the Americans with Disabilities Act of 1973. It is the student's responsibility to initiate a request for accessibility services. Students seeking accessibility services must contact the counselor below asap.

### Mary Schwartze

Counselor

Sul Ross State University

Ferguson Hall, Rm 112 C

maryschawtze@sulross.edu

432-837-8203

### Graded Course Requirements

#### Two Major

**Essays**.....**40%**

4-6 pages, double spaced, not including Works Cited (must include 3-5+ sources)

**Assignments/homework**.....**30%**

Frequent quizzes, short in-class essay assignments; Reading Journal Chek-In, etc

**Final essay exam**.....**20%**

Students will take a two-part essay exam. You will be given a diagnostic exam comprised of a reading and prompt in the first few weeks of the semester. Students will be given a participation grade of 100, regardless of how they perform on the exam. This essay exam will then be repeated at the end of the semester. The average of both grades on the essay exam will then be your final essay exam grade. Therefore, it is important to do your best on the diagnostic because the grade you get will be used to

calculate your final essay exam grade, which is 20% of your overall semester average. If one of the essay exams is not taken, the highest grade given will be a 50.

**Student participation.....10%**

Students will be graded on the following: promptness, participation (in class, attending class, office hours, emailing, staying engaged with course proceedings, ability to thoughtfully and respectfully engage with instructor and peers in and out of class). For specific grading criteria regarding student participation grade, please see below:

**This rubric will be used to grade student participation:**

0 (F): Absent (each time a student is absent, they will receive a "0" for that day's class participation. The only way this can be avoided is if the student has an excused absence (guaranteed to be waived) and/or an explained absence (not guaranteed to be waived) AND if the student notifies the professor ahead of time (not 5 mins before class begins and certainly not after class ends).

60 (D): Tries to respond when called but does not offer much in the way of class discussion. Demonstrates very infrequent involvement in discussion

70 (C): Demonstrates adequate preparation. Offers straightforward information without elaboration. Demonstrates sporadic involvement in discussion

80 (B): Demonstrates good preparation. Offers interpretation and analysis. Responds to other students constructively. Demonstrates consistent ongoing involvement

90 (A): Demonstrates excellent preparation. Offers analysis and synthesis. Puts together pieces of the discussion to develop new approaches. Always on time, courteous, and never turns in late work/assignments.

### Grades

I do not change final grades *unless* I made an error calculating your grade. Always check your work and the corresponding percentages that make up your final semester average. Make sure that any possible make up work has been uploaded.

- A 90-100:** Outstanding performance in mastering of the subject. Achievement of superior quality. (4 grade : points per credit hour)
- B 80-89:** Consistent performance in achievement beyond the usual requirements of the course. Achievement of high quality. (3 grade points per credit hour)
- C 70-79:** Performance of a satisfactory nature. Achievement demonstrating an understanding of the subject sufficient for continued study in the discipline. (2 grade points per credit hour)
- D 60-69:** Minimally acceptable performance. Achievement demonstrating below average understanding of the basic elements of the course. (1 grade point per credit hour)
- F 50-59:** Achievement at a level insufficient to demonstrate understanding of the basic elements of the course. (0 grade points)

**Incomplete grade(I):**The grade of "I" is given by the instructor upon consultation with the student. The work to be completed and deadline for completion must be specified on the grade report to the Director of Records and Registration. A student may have a maximum of one academic year in which to remove an I during which time the "I" will not be calculated in the student's grade point average. If the work is not completed by the deadline set by the instructor, the "I" will be converted to an "F" and will be calculated in the student's grade point average for the semester in which the "I" was given. Normally, an incomplete grade will be awarded only for situations such as illness, family emergencies, or unusual



circumstances which prevent a student from completing a course in a semester or summer term. Incomplete grades must be removed prior to graduation.

**Withdrawal grade (W):** The grade of "W" is given for courses dropped after the 12th/4th class days through the last day to drop a course with a "W" as published in the University's calendar. Students who wait until the published deadline must have complied with the class attendance policy of this catalog. An instructor is not obligated to recommend a "W" for a class if excessive absences have occurred. Students will not be permitted to drop a course or withdraw from the University after the published deadline.

#### Final Note

It's worth noting that there's a predictable and positive correlation between careful time management and academic success. I encourage you to make a wise decision as to what kind of student you will be early on and to plan accordingly.

*No extra points, no extra credit work will be assigned, so don't ask.*

**You are completely responsible for meeting all deadlines and keeping track of any changes made to the course schedule.** You have several resources made available to you to ensure your success in this course, so I strongly encourage you to take advantage of them.

*You will get the grade you earn, not the grade I give you.*

#### Spring 2024 Tentative Schedule

*(scheduled to change)*

For detailed information regarding assignments, due dates, etc., please read **Announcements** in Blackboard. Information regarding homework and assignments in the Announcements section takes precedence over that info in the syllabus. I review what we did during class, what's for homework, and relay any other important information. **IT IS YOUR RESPONSIBILITY TO CHECK ANNOUCEMENTS ON A DAILY BASIS; FAILURE TO DO SO WILL RESULT IN EARNING A LOWER COURSE GRADE.**

1/17: First class day. Course policies, procedures discussed.

1/30: **Diagnostic Essay Exam**

3/11-3/15: Spring Break. No classes held.

3/18: Midsemester; **Major Essay #1 DUE @11:59 pm**

5/1: Last class day

5/2: Dead Day (no classes held; no new course content introduced)

5/7: **Major Essay #2 DUE**

**Final Essay Exam, date TBD**

-----END OF SPRING SEMESTER 2024-----



